

MEMORANDUM

CITY OF PHILADELPHIA OFFICE OF HUMAN RESOURCES

Date: June 17, 2020

To: Distribution

From: Janine LaBletta, Hiring Services Manager

Subject: Civil Service Commission Agenda – June 17, 2020

I. CLASSIFICATION AND PAY ITEMS

NO.	CLASS CODE	CLASS TITLE	NATURE OF ACTION	SAL. RANGE	CSC ACTION of 6/17/20
1.	2H58	Senior Departmental Human Resources Associate	Change in class specification	N21	Approved
2.	2H65	Senior Human Resources Analyst (Administrative Services) (Benefits Administration) (Classification & Compensation) (Equal Employment Opportunity) (Labor Relations) (Selection)	Change in class specification	N21	Removed by OHR
3.	2J59	Community Initiatives Specialist	Change in class specification	EP13	Approved
4.	2L12	Administrative Trainee 1 – Non-Confidential	Establishment of class	EP9	Approved
5.	2L13	Administrative Trainee 2 – Non-Confidential	Establishment of class	EP10	Approved
6.	2L31	Administrative Specialist 1 – Non-Confidential	Change in class specification	EP13	Approved
7.	2L32	Administrative Specialist 2 – Non-Confidential	Change in class specification	EP19	Approved
8.	4J15	Air Pollution Control Inspector 1	Change in class specification	13	Approved
9.	7H01	Trades Helper (Auto Body) (Auto Mechanic) (Bookbinder) (Carpentry) (Electrical) (General Auto Shop) (HVAC) (Machinist) (Masonry) (Mechanical) (Painting) (Plumbing) (Rigger-Steeplejack) (Roofing) (Sign Painter) (Telephone-Electrical) (Voting Machine Mechanic)	Change in class specification	8	Approved

NO.	CLASS CODE	CLASS TITLE	NATURE OF ACTION	SAL. RANGE	CSC ACTION of 6/17/20
10.	9D18	Recreation Programming Coordinator	Change in class specification	EP22	Approved
11.	9D35	Fr: Urban Greening Coordinator (Urban Forestry) (Urban Gardening) To: Urban Greening Coordinator (Park Stewardship) (Urban Forestry) (Urban Gardening)	Change in class specification and addition of specialty	EP22	Approved
12.	6D15	Public Safety Traffic Enforcement Officer	Establishment of class	6	Approved
13.	6D16	Public Safety Traffic Enforcement Supervisor	Establishment of class	N07*	Approved

II. PAY SCHEDULES

Pay Schedules	Action	CSC Action of 6/17/20
Schedule of Pay Ranges in Annual Amounts Mandatory Pay Plan The District Council 33 Mandatory Pay Plan is being revised to implement a 2% increase effective May 4, 2020.	Revision	Approved
Schedules of Pay Ranges in Annual Amounts Correctional Pay Plan The Correctional Pay Plan for employees represented by District Council 33 Local 159B is being revised to implement a 2.25% increase effective May 4, 2020.	Revision	Approved

III. CIVIL SERVICE REGULATIONS

Distribution:

M. Zaccagni	C. Jones	S. Pate	D.C. 33
M. Greene-Jones	J. LaBletta	M. Marchetti-Brock	D.C. 47
C. O'Leary	Q. Lofton	B. LaRocca	FOP Lodge 5
V. Hosendorf	M. Agelakis	J. Lomax	IAFF 22
	W. Twardzik	P. Hoffman	
	A. Starks	D. Harrar	
	V. Hayes		